



Republic of the Philippines  
**Department of Education**  
 National Capital Region  
**SCHOOLS DIVISION OFFICE**  
 City of Mandaluyong

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Date : June 23, 2015

**RUSH**

Memorandum To : Chief Education Supervisors (SGOD and CID)  
 Education Program Supervisors  
 Principals, Public Elementary Schools

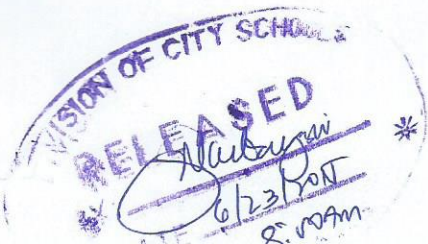
Subject : **SUBMISSION OF DATA ON THE NUMBER OF TEACHERS, NUMBER OF CLASSES ORGANIZED, AVERAGE CLASS SIZE, AND TOTAL ENROLMENT**

All Elementary School Principals should submit the Data on the Number of Teachers, Number of Classes Organized, Average Class Size and Total Enrolment using the template below:

Level	No. of Teachers	No. of Classes Organized	Average Class Size	Enrolment		
				Male	Female	Total Enrolment
Kinder						
Elementary:						
Grade 1						
Grade 2						
Grade 3						
Grade 4						
Grade 5						
Grade 6						

The deadline of submission is on or before **June 24, 2015** c/o Mrs. Emma G. Arrubio, Chief Education Supervisor of School Governance and Operations Division.

Immediate and wide dissemination of this **Memorandum** is desired.



*Nerissa L. Losaria*  
**NERISSA L. LOSARIA, CESO VI**  
 Officer-in-Charge

Office of the Schools Division Superintendent